

Variance: STANDARD

		FEES*	INITIAL DEPOSIT*	FEE CODE
DPLU PLANNING			\$1,970	4900
DPLU ENVIRONMENTAL		\$630**		2600
DPW ENGINEERING			\$740	
DPW INITIAL STUDY REVIEW			\$245***	
STORMWATER				
DEH	SEPTIC/WELL SEWER	\$382		
DPR				
INITIAL DEPOSIT				
\$2,710 (no CEQA/Sewer)				
\$3,092 (no CEQA/Septic)				
\$3,585 (on Sewer)				
\$3,967 (on Septic)				

VIOLATION FEE \$1,000

* **See Website:** <http://www.sdcounty.ca.gov/dplu/cost-schedule-info.html> **for average processing costs.**

** If for setback reduction do not collect environmental review fee.
Otherwise, collect CEQA Exemption fee of \$630.

*** Collect \$245 if the parcel abuts a Public Road.

NEW: Use our [Discretionary Permit Cost Guide!](#) to get an idea of how much the County portion of your project may cost.

- Please read and follow instructions Step by Step!! -

Step 1:

All forms/plans listed under **(Step 1)** must be completed, signed, scanned and saved as "pdf" files, then **submitted on CD's**. The forms have "Data Entry Form Fields" and can be completed and saved on your computer.

- Plot Plan
- [126 Acknowledgement of Filing Fees and Deposits](#)
- [222 Variance Advisory Form](#)
- [305 Ownership Disclosure](#)
- [320 Evidence of Legal Parcel](#) **(and any deeds)**
- [346V Supplemental Application Form](#)
- [514 Public Notice Package/Certification](#)
- [524 Vicinity Map/Project Summary](#)
- [581 Plan Check Pre-Application Notice](#)

Step 2:

In addition to the electronic copies on CD, all forms/plans listed under **(Step 2)** must be completed, signed and **submitted as Hardcopies**.

- Plot Plans: **Four (4) hard copies;**
- [346 Discretionary Permit Application Form](#): **One (1) hard copy.**
- [524 Vicinity Map/Project Summary](#): **One (1) hard copy.**
- Public Notice package (see [DPLU-516](#) for details)
 - a. One (1) set of gummed labels on 8½" x 11" sheets containing the names and addresses of all property owners.
 - b. One (1) set of stamped (**with USPS Forever Stamps**) and addressed envelopes (4¼" x 9½" business size) for each property owner on the list.

All forms listed below are informational only and shall not be submitted.

These are available at: [DPLU Zoning Forms](#).

260	Variance Applicant's Guide
515	Public Notice Procedure
516	Public Notice Applicant's Guide
906	Signature Requirements
ZC001	Defense and Indemnification Agreement
ZC013	Determination of Legal Parcel
ZC090Z	Typical Plot Plan

**This application requires an appointment to submit.
To schedule or cancel appointments please call (858) 694-2262.**

NOTES:

1. **Save each whole Study, Report, Plot Plan, Map, etc., as a single PDF file on CD(s).**
Save as many PDF files as possible on each CD. Provide two (2) copies of each CD.
2. **Plot plans are to be stapled together in sets and folded to 8½" x 11" with the lower right-hand corner exposed.**
3. Inform applicant that project goes to local Community Planning Group and/ or Design Review Board for recommendation.